



OFFICE OF MANAGEMENT AND BUDGET

Marc Elrich  
County Executive

Richard S. Madaleno  
Director

MEMORANDUM

August 4, 2020

TO: Executive Branch Department and Office Directors

FROM: Richard S. Madaleno, Director 

SUBJECT: Approved FY21 Revised Spending Plan

On July 6, the County Executive transmitted his initial Recommended FY21 Revised Spending Plan for Montgomery County departments and other tax-supported agencies, including a revised spending plan reducing PAYGO and tax-supported current revenue for the FY21-26 Capital Improvements Program. This was a necessary measure to maintain the County's fiscal health and to address expected revenue shortfalls.

The Council reviewed the County Executive's recommendations and on July 28 approved and adopted most of the County Executive's recommendations or provided alternative reductions for a total of approximately \$72 million in reductions. These reductions are effective immediately! See the attached report. Your department can download a copy of two Approved FY21 Revised Spending Plan Reports outlining the reduction commitments made by your department and approved by Council.

We will continue striving to balance the County's normal operations while expanding services to address the public health crisis during this time of great economic change. Given the ongoing and unpredictable impacts of the coronavirus (COVID-19) pandemic on the public health and economic vitality of our community, it is likely that we will need to enact additional spending reductions throughout the fiscal year in response to these challenges. We hope to soon have a better picture of an additional federal relief package for State and local governments, as well as initial decision from FEMA concerning eligible reimbursements.

Thank you for your cooperation and your continued commitment to the residents of Montgomery County!

RSM:cbs

c: County Councilmembers  
Andrew Kleine, Chief Administrative Officer  
Fariba Kassiri, Deputy Chief Administrative Officer  
Dale Tibbitts, Special Assistant to the County Executive  
Debbie Spielberg, Special Assistant to the County Executive  
Claire Iseli, Special Assistant to the County Executive  
Regional Service Center Directors  
Marlene Michaelson, Council Executive Director

# FY21 Council Approved Revised Spending Plan Items

Ref. No	Title	Total \$	Revenue
<b><u>Tax-Supported</u></b>			
<b>General Fund</b>			
<b>Agriculture</b>			
S1	Maryland Ag Education Foundation Contract	-34,200	0
<b>Agriculture Total:</b>		<b>-34,200</b>	<b>0</b>
<b>Animal Services</b>			
S1	Lapse Adoptions Supervisor Position	-90,354	0
S3	Reduce Overtime	-30,000	0
S5	Reduce Operating Expenses Across All Programs	-85,000	0
<b>Animal Services Total:</b>		<b>-205,354</b>	<b>0</b>
<b>Circuit Court</b>			
S1	Reduce Operating Expenses- Child Care Services	-13,616	0
S2	Reduce Operating Expenses- Books/Reference Materials	-29,803	0
S3	Reduce Operating Expenses- Imaging	-13,630	0
S4	Reduce Operating Expenses Central Duplicating Services - Printing	-12,000	0
S5	Reduce Operating Expenses- Other Outside Printing/Copying	-4,655	0
S6	Reduce Operating Expenses- Metropolitan Area Travel	-3,000	0
S7	Reduce Operating Expenses Non-Metropolitan Area Travel	-14,400	0
S8	Reduce Operating Expenses- Meetings: Meals/Snacks/Refreshments	-2,200	0
S9	Reduce Operating Expenses- Juror Stipends	-91,135	-91,135
S10	Lapse Sr Information Technology Specialist	-176,812	0
S11	Lapse Business Analyst/IT Project Manager	-140,684	0
<b>Circuit Court Total:</b>		<b>-501,935</b>	<b>-91,135</b>
<b>Community Engagement Cluster</b>			
S2	Additional Lapse - 3 positions	-127,113	0
<b>Community Engagement Cluster Total:</b>		<b>-127,113</b>	<b>0</b>
<b>Consumer Protection</b>			
S1	6 Month Lapse Vacant Investigator III (Automotive Expert) Position	-67,729	0
<b>Consumer Protection Total:</b>		<b>-67,729</b>	<b>0</b>
<b>Correction and Rehabilitation</b>			
S5	Increase Lapse	-393,821	0
S9	Temporarily Suspend Pre-Release Center Internship Program	-67,000	0
S16	Reduce Electronic Monitoring Services Due to Reduced Pre-Release Center Population	-75,000	0
S17	Reduce Drug Screen and Lab Due to Reduced Pre-Release Center Population	-85,000	0
S19	Temporary Office Clerical	-18,000	0
S20	Re-assign Security Officer Post at Pre-Trial Services	-114,360	0
S21	Reduce Office Supplies, Film, Books, Taxi and Travel	-120,000	0

# FY21 Council Approved Revised Spending Plan Items

Ref. No	Title	Total \$	Revenue
S15b	Lapse Alternative Community Services Work Crew for Half Year	-53,000	0
<b>Correction and Rehabilitation Total:</b>		<b>-926,181</b>	<b>0</b>
<b>County Attorney</b>			
S1	Lapse Vacant Paralegal Specialist Position	-97,906	0
S2	Lapse Vacant Administrative Specialist II Position	-90,389	0
S3	Reduce Operating Expenses – Office Supplies	-5,100	0
<b>County Attorney Total:</b>		<b>-193,395</b>	<b>0</b>
<b>County Council</b>			
S2	Lapse Positions due to Delayed Hiring	-43,870	0
S3	Lapse Positions for Full-Year	-322,106	0
<b>County Council Total:</b>		<b>-365,976</b>	<b>0</b>
<b>County Executive</b>			
S1	Reduce Operating Expenses - Internal Audit Program: Accounting/Auditing	-33,646	0
S2	Reduce Operating Expenses - CAO: Other Professional Services	-46,500	0
S3	Reduce Operating Expenses - Business Advancement Team	-10,890	0
S4	Reduce Operating Expenses - CAO: Management Leadership Training	-2,000	0
S6	Turnover Savings	-58,306	0
S7	Turnover Savings	-20,143	0
S8	Lapse Vacant Performance Management and Data Analyst Position	-57,253	0
S9	Lapse Vacant Public Administration Associate Position	-74,069	0
S10	Lapse Vacant Program Manager II Position	-38,355	0
<b>County Executive Total:</b>		<b>-341,162</b>	<b>0</b>
<b>Environmental Protection</b>			
S1	Lapse Vacant Information Technology Specialist I Position for 6 Months	-10,861	0
S2	Lapse Vacant Program Manager II Position for 3 Months	-10,619	0
S3	Lapse Vacant Planning Specialist III Position for 6 Months	-19,582	0
S4	Lapse Vacant Information Technology Specialist III Position Lapse for 8 Months	-18,443	0
S5	Lapse Vacant Program Manager I Position for 6 Months	-12,239	0
S6	Lapse Vacant Program Manager II Position for 9 Months	-79,640	0
S7	Lapse Vacant Senior Financial Specialist Position for 6 Months	-22,169	0
<b>Environmental Protection Total:</b>		<b>-173,553</b>	<b>0</b>
<b>Ethics Commission</b>			
S1	Reduce Operating Expenses - IT Systems	-21,916	0
<b>Ethics Commission Total:</b>		<b>-21,916</b>	<b>0</b>
<b>Finance</b>			
S2	Lapse Savings from Vacant Positions - Treasury Program	-148,270	0
S1	Lapse Savings from Vacant Positions - Controller Program	-511,482	0

# FY21 Council Approved Revised Spending Plan Items

Ref. No	Title	Total \$	Revenue
S3	Lapse Saving from Vacant Position - Information Technology Program	-140,684	0
S4	Lapse Savings from Vacant Positions - Fiscal Management Program	-117,899	0
<b>Finance Total:</b>		<b>-918,335</b>	<b>0</b>
<b>General Services</b>			
S2	Utilities Savings due to Continued Telework	-1,911,617	0
<b>General Services Total:</b>		<b>-1,911,617</b>	<b>0</b>
<b>Health and Human Services</b>			
S1	House Bill 699 Savings due to County Compensation Changes	-589,058	0
S3	Decrease Cost without service impact to Respite	-123,937	0
S5	Decrease cost to Adult Evaluation and Review Service	-20,000	0
S6	Decrease Cost to Escorted Transportation	-43,286	0
S10	Decrease Cost for Home Care Services	-120,000	0
S11	Decrease Cost to Assisted Living Services	-159,000	0
S17	CYF--Child/Adolescent School and Community Based Services, Don Bosco Cristo Rey	-55,000	0
S23	CYF--ECS - Child Care in Public Space	-27,033	0
S24	CYF--Early Childhood Services Community Events	-10,343	0
S26	CYF--Early Childhood Services- MCCRRC conferences	-20,000	0
S40	Decrease Cost of Shared Psychiatrists	-220,000	0
S41	Reduce Accreditation Costs	-20,000	0
S42	Reduce ACCESS Broker Contract	-32,000	0
S45	Reduce Local Behavioral Health Authority - Halfway House Contracts	-302,000	0
S89	Reduction of Operating Funds	-18,000	0
S48	DO - Miscellaneous Operating	-33,660	0
S54	OCOO--Operating Costs	-386,225	0
S59	OCOO--IT	-450,000	0
S92	Reduction of Operating Funds	-2,955	0
S69	Reduce Professional Education and Training	-27,715	0
S71	OCA--Miscellaneous Operating	-7,600	0
<b>Health and Human Services Total:</b>		<b>-2,667,812</b>	<b>0</b>
<b>Housing and Community Affairs</b>			
S1	Lapse Vacant Senior Planning Specialist Position	-98,531	0
<b>Housing and Community Affairs Total:</b>		<b>-98,531</b>	<b>0</b>
<b>Human Resources</b>			
S2	Reduce Operating Expenses - Occupational Classification Studies	-85,568	0
<b>Human Resources Total:</b>		<b>-85,568</b>	<b>0</b>
<b>Human Rights</b>			
S2	Reduce Operating Expenses	-10,000	0
S1	Additional Operating Expense Reductions	-25,000	0

# FY21 Council Approved Revised Spending Plan Items

Ref. No	Title	Total \$	Revenue
<b>Human Rights Total:</b>		<b>-35,000</b>	<b>0</b>
<b>Inspector General</b>			
S1	Reduce Operating Expenses - Consulting Services	-10,000	0
S2	Reduce Operating Expenses - Other Consulting Services	-10,000	0
S3	Reduce Operating Expenses - General Office Supplies	-10,000	0
S4	Reduce Operating Expenses - Books	-200	0
S5	Lapse Savings due to Reclassifications and Hiring	-57,455	0
<b>Inspector General Total:</b>		<b>-87,655</b>	<b>0</b>
<b>Intergovernmental Relations</b>			
S1	Reduce Operating Expenses - Professional Services	-28,186	0
<b>Intergovernmental Relations Total:</b>		<b>-28,186</b>	<b>0</b>
<b>Legislative Oversight</b>			
S1	Lapse Vacant Positions	-139,505	0
<b>Legislative Oversight Total:</b>		<b>-139,505</b>	<b>0</b>
<b>Management and Budget</b>			
S1	Reduce Operating Expenses	-65,000	0
S1	Increase lapse	-317,846	0
<b>Management and Budget Total:</b>		<b>-382,846</b>	<b>0</b>
<b>NDA - Housing Opportunities Commission</b>			
S1	Charge positions to CARES Funds for the Housing Choice Voucher Program	-205,000	0
<b>NDA - Housing Opportunities Commission Total:</b>		<b>-205,000</b>	<b>0</b>
<b>Police</b>			
S1	Lapse 5 school resource officers (SROs) at MCPS middle schools	-626,408	0
S3	Lapse 1 police officer (traffic complaint officer) from all 6 Districts	-751,689	0
S5	Lapse 1 police officer from the patrol investigations unit (PIU) in 5 Districts	-626,408	0
S6	Lapse 1 police officer from the Collision Reconstruction Unit (CRU) in the Traffic Division (TD)	-125,282	0
S8	Lapse 1 police officer from the K9 unit in the Special Operations Division (SOD)	-125,282	0
S9	Lapse 1 police officer from the Emergency Services Unit (ESU) in the Special Operations Division (SOD)	-125,282	0
S10	Lapse 1 police officer from the SWAT Unit in the Special Operations Division (SOD)	-125,282	0
S11	Lapse 2 police officers from the Centralized Traffic Section in the Traffic Division (TD)	-250,563	0
S14	Lapse/reallocate the Central Auto Theft Section (CATS) in the Criminal Investigations Division (CID)	-514,885	0
S15	Lapse 1 Office Services Coordinator from the Major Crimes Division (MCD)	-74,641	0
S18	Lapse 1 Information Technology Technician III from the Information Management and Technology Division (IMTD) for Half of FY21	-39,000	0
S19	Civilianize 1 sergeant from the Evidence Unit	-47,092	0
S20	Civilianize 1 sergeant (background section supervisor) from the Personnel Division	-47,092	0
S21	Reduce the number of PT background specialists in the Personnel Division Through Lapse	-189,178	0

## FY21 Council Approved Revised Spending Plan Items

Ref. No	Title	Total \$	Revenue
S23	Lapse 1 crime analyst from the Information Management and Technology Division (IMTD)	-86,886	0
S24	Lapse 1 IT Supervisor from the Information Management and Technology Division (IMTD) for Half of FY21	-70,000	0
S25	Lapse 1 abandoned vehicle code enforcement specialist from the Vehicle Recovery Section	-65,881	0
S27	Reduce funding for Next Gen 911 in anticipation of State Aid	-2,906,367	0
S28	Reduce operating expenses department-wide	-1,750,000	0
<b>Police Total:</b>		<b>-8,547,218</b>	<b>0</b>
<b>Procurement</b>			
S1	Lapse Vacant Office Services Coordinator Position	-25,378	0
S2	Lapse Vacant Principal Administration Aide Position	-22,944	0
S3	Lapse/Underfill Four Procurement Specialist IV Positions	-104,924	0
S4	Lapse Three Vacant Program Manager positions	-78,477	0
S5	Lapse Vacant Part-Time Procurement Specialist II Position	-27,728	0
S6	Lapse Vacant Part-Time Program Speciliast II Position	-28,649	0
<b>Procurement Total:</b>		<b>-288,100</b>	<b>0</b>
<b>Public Information</b>			
S1	Lapse Administrative Specialist Position	-93,272	0
S1	Lapse Manager II Positon for Three Months	-53,350	0
S1	Lapse Anticipated Program Manager II Position for Nine Months	-78,200	0
S1	Reduce Operating Expenses - Professional Services Contract	-10,000	0
<b>Public Information Total:</b>		<b>-234,822</b>	<b>0</b>
<b>Public Libraries</b>			
S1	Increase PC Lapse to the Level of Experience	-105,098	0
S2	Reduce Sunday Substitutes budget	-417,380	0
S3	Reduce Weekday & Saturday Substitutes budget	-466,401	0
S5	Transfer Personnel Costs for Acting Deaf Culture Digital Library Program Manager to State Grant	-156,919	0
S6	Decrease operating costs	-173,057	0
S7	Decrease staff training costs	-15,000	0
S8	Decrease Book Sorting contract	-100,800	0
S9	Transfer Division of Facilities Maintenance chargebacks for facility modifications due to COVID-19 to CARES grant	-25,000	0
S11	Reduce Library Pages budget	-500,000	0
<b>Public Libraries Total:</b>		<b>-1,959,655</b>	<b>0</b>
<b>Sheriff</b>			
S1	Lapse Client Assistance Specialist Position for FY21	-94,716	0
S2	Reduce Recruit Class Budget - January 2021	-88,608	0
S3	Reduce Operating Expenses- Contract Security Officers	-91,970	0
<b>Sheriff Total:</b>		<b>-275,294</b>	<b>0</b>
<b>State's Attorney</b>			

## FY21 Council Approved Revised Spending Plan Items

Ref. No	Title	Total \$	Revenue
S1	Lapse Asst State's Attorney III and Program Manager II Positions in FY21	-218,339	0
S2	Lapse Office Services Coordinator Position in FY21	-24,539	0
S3	Turnover Savings in FY21	-301,066	0
S4	Printer Project Savings	-25,000	0
<b>State's Attorney Total:</b>		<b>-568,944</b>	<b>0</b>
<b>Technology Services</b>			
S2	Non-Local Travel and Miscellaneous Expenses (CIO)	-20,000	0
S3	Motorola SmartZone System Maintenance Credit (ETSD)	-241,755	0
S4	Motorola CAD Dispatch 9-1-1 (ESOD)	-281,387	0
S5	Contractor Support (ESOD)	-110,515	0
S6	Non-Local Travel (OBP-ultraMontgomery)	-2,000	0
S7	Non-Local Conference (ERP)	-25,000	0
S1	PTI Membership (NDA-PTI)	-15,000	0
S8	Lapse Sr IT Specialist Position - ESOD	-119,894	0
S9	Lapse Sr IT Specialist Position - ESOD	-119,894	0
S10	Lapse Sr IT Specialist Position - ESOD	-119,894	0
S11	Lapse Sr IT Specialist Position - ESOD	-119,894	0
S16	New Position 01 - Lapse Manager III (ESOD)	-93,404	0
S19	Lapse Sr IT Specialist Position	-162,011	0
S15	Lapse Sr IT Specialist Position - COO	-119,894	0
S17	Lapse Sr IT Specialist Position - COO	-119,894	0
S12	Lapse Sr IT Specialist Position	-119,894	0
S18	Lapse Sr IT Specialist Position	-89,921	0
S13	New Position 03 - Lapse Sr IT Specialist, Grade 28 (ESOD)	-89,921	0
S14	Lapse Sr IT Specialist Position - ESOD	-89,921	0
S20	Reduce Operating Expenses - Temporary Clerical Support	-20,955	0
S21	Reduce Operating Expenses - Miscellaneous Expenditures	-5,000	0
<b>Technology Services Total:</b>		<b>-2,086,048</b>	<b>0</b>
<b>Transportation</b>			
S1	Personnel Lapse Savings - No Service Impact	-707,347	0
S2	Suspend Bridge Load Bearing Testing for One Year - Safety Inspections Will Continue	-150,000	0
S5	Patching Reduction - Represents Just 2% of Budget	-232,093	0
S6	Sign Materials Budget Reduction - Public Safety Signs Not Affected	-80,000	0
S7	Review Fewer Traffic Signals for Timing Optimization (70) - Increase Cycle from Every 8-10 Years to Every 12-14 Years	-70,000	0
S8	Suspend Aesthetic Streetlight Maintenance (Painting Poles, Replacing Handhole Covers)	-115,000	0
S9	Parking Outside the PLDs - Administrative Cost Reduction Due to Fewer Tickets Issued	-49,952	0
<b>Transportation Total:</b>		<b>-1,404,392</b>	<b>0</b>
<b>General Fund Total:</b>		<b>-24,883,042</b>	<b>-91,135</b>

# FY21 Council Approved Revised Spending Plan Items

Ref. No	Title	Total \$	Revenue
<b>Fire</b>			
<b>Fire and Rescue Service</b>			
S3	Company Officer Leadership Academy	-80,000	0
S1	Restructure IT section	-120,000	0
S4	Officer Training Courses	-140,000	0
S10b	Defer FY21 Recruit Class Start	-751,338	0
<b>Fire and Rescue Service Total:</b>		<b>-1,091,338</b>	<b>0</b>
<b>Fire Total:</b>		<b>-1,091,338</b>	<b>0</b>
<b>Recreation</b>			
<b>Recreation</b>			
S1	PLAR Savings Reduction Due to COVID Delayed Openings and Reduced Upkeep	-253,741	0
S2	Utilities Savings Due to Delayed Re-opening of Facilities	-355,000	0
S3	Administration Savings Reductions	-17,973	0
S5	Community Centers Savings Reductions Due to Delayed Opening of Facilities	-411,713	0
S6	Countywide Programs Reduction Savings - Eliminates the Annual Independence Day Celebration Event	-135,198	0
S10	Youth Development Reductions Savings	-660,000	0
<b>Recreation Total:</b>		<b>-1,833,625</b>	<b>0</b>
<b>Recreation Total:</b>		<b>-1,833,625</b>	<b>0</b>
<b>Mass Transit</b>			
<b>Transit Services</b>			
S1	FLASH Service Deferred to September 2020	-119,245	0
S2	Kids Ride Free Program - Lower Payment to WMATA Due to No Fare Collection	-780,673	0
S3	Motorpool Reduction Due to Less Service in Operation	-1,938,400	0
S4	Call n Ride Program Reduction Due to Decreased Demand	-750,000	0
S5	Fare Share Program Reduction Due to Decreased Demand	-250,000	0
S6	Personnel Savings Due to Less Service in Operation	-353,575	0
<b>Transit Services Total:</b>		<b>-4,191,893</b>	<b>0</b>
<b>Mass Transit Total:</b>		<b>-4,191,893</b>	<b>0</b>
<b>Tax-Supported Total:</b>		<b>-31,999,898</b>	<b>-91,135</b>
<b>MCG Total:</b>		<b>-31,999,898</b>	<b>-91,135</b>
<b>MCG Net Savings Total:</b>		<b>-32,091,033</b>	



# FY21 Council Approved Revised Spending Plan Items

Ref. No	Title	Total \$	Revenue
<b><u>Tax-Supported</u></b>			
<b>Montgomery College</b>			
S1	Identified Reversion to Fund Balance	-4,354,491	0
<b>Montgomery College Total:</b>		<b>-4,354,491</b>	<b>0</b>
<b>Current Fund MC Total:</b>		<b>-4,354,491</b>	<b>0</b>
<b>Maryland-National Capital Park and Planning Commission</b>			
S1	Planning/Administration Savings Plan	-1,846,838	0
<b>Maryland-National Capital Park and Planning Commission Total:</b>		<b>-1,846,838</b>	<b>0</b>
<b>Administration Fund Total:</b>		<b>-1,846,838</b>	<b>0</b>
<b>Maryland-National Capital Park and Planning Commission</b>			
S1	Parks Savings Plan	-5,925,988	0
<b>Maryland-National Capital Park and Planning Commission Total:</b>		<b>-5,925,988</b>	<b>0</b>
<b>Park Fund Total:</b>		<b>-5,925,988</b>	<b>0</b>